

ELECTRONIC DATA INTERCHANGE (EDI) ENROLLMENT PACKET

This enrollment packet consists of an EDI Provider Application/Agreement Form, an Option Selection Form, and an EDI Supply Request Form. An EDI How-To Guide, which provides detailed information on electronic claims submission to Denti-Cal, should accompany this packet.

To submit your Denti-Cal claims electronically:

1. Check with your vendor.

Contact your practice management system vendor for verification that your software includes Denti-Cal's EDI specifications.

2. Complete the attached Application & Option Selection Form.

Mail an Application (all four pages) and Option Selection Form to the following address. Include separate Option Selection Forms for additional service offices. Delta will confirm your enrollment by letter.

Medi-Cal Dental Program
Provider Services
Provider Enrollment
P.O. Box 15609
Sacramento, CA 95852-0609

IMPORTANT: YOUR CLAIMS WILL BE REJECTED IF YOU ARE NOT ENROLLED AS AN EDI PROVIDER PRIOR TO SUBMITTING DENTI-CAL CLAIMS ELECTRONICALLY.

3. Order your EDI supplies directly from the supplier.

If x-rays or attachments are needed to process your claim or TAR, you will need to submit an EDI label attached to a specially marked envelope. Use the attached EDI Supply Request Form to order a supply of all three types of envelopes (large and small x-ray envelopes, and large mailing envelopes) and one type of self-adhesive EDI label. These supplies are provided at no charge and are printed in red ink to identify them as related to EDI claims. (Note: Most Providers who use the services of a clearinghouse should order laser labels in the preprinted format #DC-018A, format B.)

4. Enter & transmit claims to Denti-Cal.

Your practice management system vendor will advise you how to use your computer and modem to submit your Denti-Cal claims electronically.

5. Retrieve your reports and labels each workday.

Follow your software vendor's instructions. Depending on how your system is linked to Denti-Cal, you may receive your reports and labels through a clearinghouse. Check for reports each workday. *Even if you did not submit any EDI claims the prior workday, you may have NOAs & RTDs waiting to be retrieved, if your system is set up to receive them electronically.*

Note: Check with Provider Services regarding electronic submission of orthodontic services.

**If you have any questions, please call:
Provider Services toll-free at (800) 423-0507
or EDI Support at (916) 853-7373.**